U.S. Department of Health and Human Services Office of the National Coordinator for Health Information Technology



Patient – Provider Secure Messaging Draft Detailed Use Case January 18, 2007



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1.0 Preface

Use cases developed for the American Health Information Community (AHIC) are based on the priorities expressed by the AHIC, which include needs expressed by the AHIC Workgroups. These high-level use cases focus on the needs of many individuals, organizations, and systems rather than the development of a specific software system. The use cases describe involved stakeholders, information flows, issues, and system needs that apply to the multiple participants in these arenas.

The use cases strive to provide enough detail and context for standards harmonization, certification considerations, architecture specifications and detailed policy discussions to advance the national health information technology (HIT) agenda. These high-level use cases focus, to a significant degree, on the exchange of information between organizations and systems rather than the internal activities of a particular organization or system.

During the January 2007 AHIC meeting, nine priority areas (representing over 200 identified AHIC and AHIC workgroup detailed issues and needs) were discussed and considered. Three of these areas (Consumer Access to Clinical Information, Medication Management, and Quality) were selected for use case development and the final 2007 Detailed Use Cases were published in June, 2007.

The remaining six priority areas from the January 2007 AHIC meeting (Remote Monitoring, Patient-Provider Secure Messaging, Personalized Healthcare, Consultations & Transfers of Care, Public Health Case Reporting, and Immunizations & Response Management) are now being developed into the 2008 Use Cases which will be processed in the national HIT agenda activities in 2008.

The 2008 Use Cases are being developed by the Office of the National Coordinator for Health Information Technology (ONC) with opportunities for review and feedback by interested stakeholders within both the private and public sectors. To facilitate this process, the use cases are being developed in two stages:

- The **Prototype Use Cases** describe the candidate workflows for the use case at a high level, and facilitate initial discussion with stakeholders; and
- The **Detailed Use Cases** document all of the events and actions within the use case at a detailed level.

This document is the Draft Detailed Use Case. Feedback received on the Prototype Use Case has been considered and incorporated where applicable into this document.



This Draft Detailed Use Case is divided into the following sections:

- Section 2.0, Introduction and Scope, describes the priority needs identified by one or more AHIC workgroups and includes draft decisions made regarding the scope of the use case.
- Section 3.0, Use Case Stakeholders, describes individuals and organizations that participate in activities related to the use case and its components.
- Section 4.0, Issues and Obstacles, describes issues or obstacles which may need to be resolved in order to achieve the capabilities described in the use case.
- Section 5.0, Use Case Perspectives, describes how the use case combines similar roles (or actors) to describe their common needs and activities. The roles are intended to describe functional roles rather than organizations or physical entities.
- Section 6.0, Use Case Scenarios, describes how various perspectives interact and exchange information within the context of a workflow. Use case scenarios provide a context for understanding information needs and are not meant to be prescriptive.
- Sections 7.0 and 8.0 provide a greater level of detail for each scenario and include information flows. Specific events and actions for each perspective and scenario are presented and discussed. These are also not intended to be prescriptive.
- Section 9.0, Information Exchange, describes the role of information exchange in the use case at a high level.
- Section 10.0, Dataset Considerations, identifies specific information opportunities relevant to this use case that may support future standardization and harmonization activities.
- Appendix A, the Glossary, provides draft descriptions of key concepts and terms contained in the draft detailed use case.

Following receipt of feedback from interested stakeholders, ONC will develop a final detailed use case.



2.0 Introduction and Scope

In January 2007, the AHIC approved a recommendation to develop a use case addressing processes and information needs associated with patient – provider secure messaging. This use case discusses scenarios where patients interact with their healthcare clinicians remotely using common computer technologies readily available in homes and other settings.

Enhanced patient-clinician communications and effective management of chronic care conditions could be promoted by this form of electronic interaction. Such communication could occur in a number of ways, but the most common would be through secure messaging – email-like interactions where both patients and providers can send and respond to communications without having to be on-line at the same time. This type of communication, frequently done through secure web technologies, is also known as asynchronous, "store and forward" communications. In addition to patients and providers, communications could also include caregivers, family members, and patient advocates to further promote and coordinate patient care. Patients could also benefit from message-based prompts and reminders initiated by clinicians and their staff to remind patients and their surrogates of recommended events and activities that are important to maintaining and improving health. Personal health information related to these prompts and reminders would need to be provided using messages that are communicated in a secure sending and receiving environment, also known as a secure communication channel. In specific terms:

- Giving patients the ability to compose and send a secure communication to a clinician will, at times, give them access to their providers in a more timely, efficient manner than an office visit or a phone call.
- Similarly, clinicians will benefit from having the ability to respond to (or initiate) secure communications to facilitate the care process and promote better patient health. This communication will be done in a manner which provides appropriate information to the patient and meets existing needs for clinical documentation.
- Giving clinicians the ability to securely communicate reminders to patients and their family members will promote preventive healthcare. These reminders could include items such as annual check-ups, cancer screenings (e.g., mammograms and colonoscopies), and immunizations.

In establishing the scope for this use case, "live" (synchronous, real-time) communications via video links, text chat, and other technologies were excluded in an attempt to restrict the focus of this use case to support rapid implementation of interoperability and standards for the secure messaging capability described above.



Similarly, the use case is focused on patient – provider communications. Provider – provider communications are included in the scope of the Consultations & Transfers of Care Use Case. Additionally, this use case is intended to be supportive of the interoperability and standards work related to the 2008 Draft Detailed Remote Monitoring Use Case.

When describing secure messaging, the content of messages can include information specific to a particular patient – provider transaction. These transactions and their information content may also be made available to patients through the use of secure internet web page access (e.g., "patient portals"). While these patient portal transactions may not represent secure messaging <u>per se</u>, they may accomplish the same structured information exchange and are within the target scope of this use case.

Similarly, messages can include structured and unstructured content, or a combination of the two. Certain content such as adult patient age might be more amenable to being limited by a structure that would restrict input to a whole number of years. Other content (e.g., patient's chief complaint) might be better served through unstructured free text. Likewise, structuring methods (e.g., the use of drop-down boxes or other familiar web-based presentation techniques) may be relevant for this discussion. This use case does not attempt to prescribe the use of structured or unstructured content for any particular type of message transaction. However Section 10.0 – Dataset Considerations offers some initial ideas to facilitate this discussion.

One of the goals of the AHIC is establishing a pathway, based on common data standards, to facilitate the use of interoperable, clinically useful secure messaging information as a complement to, or as part of, electronic health records (EHRs) to support care, clinical decision-making and promote wellness and patient empowerment. This use case was developed to support the many stakeholders who are active in the development and implementation of Personal Health Records (PHRs), EHRs, and health information exchange capabilities including those engaged in activities related to standards, interoperability, harmonization, architecture, policy development, and certification.

The Patient – Provider Secure Messaging Draft Detailed Use Case is based on the previously released Remote Consultation Prototype Use Case and focuses on the exchange of secure messages in two scenarios:

- Patient-to-Clinician Communication. This scenario is focused on the patient's
 ability to use computerized technologies that are readily available, such as secure
 web access, to communicate with clinicians using unstructured and structured
 messaging capabilities.
- Clinician-to-Patient Communication. This scenario includes the ability of clinicians to initiate communications to the patient and respond to their communications. This scenario also includes the ability of a clinician to send relevant



clinical reminders to patients regarding medical screening examinations, regular diagnostic tests, or wellness activities.



3.0 Use Case Stakeholders

Figure 3-1. Patient – Provider Secure Messaging Use Case Stakeholders Table

Stakeholder	Contextual Description
Care Coordinators	People who support clinicians in the management of health and disease conditions. These can include case managers and others.
Clinical Knowledge and Tool Suppliers	Organizations that provide knowledge and tools to aid in the understanding and treatment of health and disease conditions. These tools may include knowledge regarding items such as clinical reminders, decision support, expertise, and research findings. The tools encompass a wide range of capabilities that may be useful and available to patients, consumers, clinicians, and other health professionals. These tools can also support secure messaging, educational materials, and messaging content. These suppliers may include developers, providers, resellers, operators, and others who may provide these or similar capabilities.
Clinical Support Staff	Individuals who support the workflow of clinicians. For this use case, this may be by receiving and evaluating communications from consumers or patients, and then engaging the appropriate clinician in the response to the patient.
Clinicians	Healthcare providers with patient care responsibilities, including physicians, advanced practice nurses, physician assistants, nurses, and other credentialed personnel involved in treating patients.
Consumers	Members of the public that include patients as well as caregivers, patient advocates, surrogates, family members, and other parties who may be acting for, or in support of, a patient receiving or potentially receiving healthcare services.
Electronic Health Record (EHR)/Personal Health Record (PHR) System Suppliers	Organizations which provide specific EHR and PHR solutions to clinicians and patients such as applications, data repositories, web services, etc. These suppliers may include developers, providers, resellers, operators, and others who may provide these or similar capabilities.
Healthcare Entities	Organizations that are engaged in or support the delivery of healthcare. These organizations could include hospitals, ambulatory clinics, long-term care facilities, community-based healthcare organizations, employers/occupational health programs, school health programs, dental clinics, psychology clinics, care delivery organizations, pharmacies, and other healthcare facilities.



Stakeholder	Contextual Description
Healthcare Payors	Insurers, including health plans, self-insured employer plans, and third party administrators, providing healthcare benefits to enrolled members and reimbursing provider organizations.
Patients	Members of the public who receive healthcare services.



4.0 Issues and Obstacles

Realizing the full benefits of HIT is dependent on overcoming a number of issues and obstacles in today's environment. Inherent is the premise that some of these issues and obstacles will be cross-cutting and therefore shown in all use cases, while others are unique to this specific use case.

Issues and Obstacles which are applicable across use cases include:

Confidentiality, privacy, and security:

- o Consumers may require privacy controls for personal health information that govern how patient data is accessed, viewed, and communicated. Privacy controls and the means of restricting data access, which are available for paper-based records, are not currently available for electronic records.
 - Without permissions and controls, consumer participation in the act of electronic health information exchange may be limited.
- There are regulations concerning the storage, transmission, or destruction of electronic health information. These regulations are inconsistent across federal, state, and local jurisdictions.
 - Without consistent standards, the viewing, accessing, or transmitting of electronic health information may be inhibited.

• Information integrity, interoperability, and exchange:

- o Incomplete, inaccurate, or proprietarily-formatted information prevents efficient exchange or utilization of electronic health information.
 - Without data standards that promote compatibility and interoperability, longitudinal patient medical records may be incomplete or of questionable integrity.

• EHR and HIT adoption:

- The processes identified in the use cases rely upon successful integration of EHRs into clinical activities. Because this integration may not align with current workflow and may require additional upfront costs, it may not be widely pursued or implemented.
 - Low adoption of HIT, particularly within rural areas and long-term care settings, may create disparate service levels and may adversely affect healthcare for these populations.



Lack of business model and infrastructure:

- Financial incentives are not currently sufficient to promote the business practices necessary for sustainable HIT.
 - If sufficient reimbursement policies and other financial incentives are not established, HIT adoption may be difficult or unsustainable.
- Activities involving health information exchange will require additional technical infrastructure, functionality, and robustness, beyond what is currently available.
 - Unless the requisite infrastructure for health information exchange capabilities is established, improved upon, and sustained, these capabilities may have limited success and provide few benefits.

Clinical Decision Support:

- The capabilities, requirements, and standards needed for consistent development and implementation of Clinical Decision Support have not been identified.
 - The utility and benefits of Clinical Decision Support cannot be fully realized without the development of workflows and standards demonstrating benefits for consumers, patients, and providers.

In addition to the cross-cutting issues and obstacles described above, several other issues or obstacles exist that are specific to this use case.

Lack of business model and infrastructure:

- Clinicians may not be paid, may only partially be paid, or may be paid only under certain circumstances for time spent on behalf of patients during secure messaging.
 - If reimbursement policies and other financial incentives are not established, secure messaging may not be widely realized.
- Expenditures for clinicians to implement secure messaging may not be reimbursable.
 - If reimbursement policies and other financial incentives are not established, secure messaging may not be widely realized.



· Confidentiality, privacy, and security:

- Secure messaging tools must address security needs in the disposition of all patient and clinician communications. Use of standard electronic mail is not considered adequately secure, and users of this type of tool must make appropriate considerations to not include personal health data in this type of communication. Appropriate use of secured and unsecured messaging may not be understood by all parties engaged in secure messaging.
 - If secure messaging is not adequately understood and implemented, patient privacy needs may not be met.

• Legal medical record:

- o The potential impact of secure messaging on malpractice and malpractice insurance has not been established.
 - If malpractice risks related to the use of secure messaging are too great or not well understood, then widespread implementation and use of this capability will be lessened.
- There is a lack of clarity about the scope of the legal medical record, particularly as it relates to secure messages sent between patients and their providers.
 - If a clear understanding of the appropriate treatment of secure messages with respect to the medical record is not established, implementation and use of secure messaging will be difficult.

• Communication technologies:

- For secure messaging, appropriate messaging attributes and standards (such as recipient verification, guaranteed delivery, and message acknowledgment) as well as those for security do not exist and must be identified.
 - If secure messaging standards and attributes are not established, an integrated, seamless secure messaging capability will be difficult.
- Appropriate capture and archiving of secure messages within EHRs is not standardized.
 - If secure messaging interactions with EHRs are not standardized, EHRs with messaging content may be incomplete or difficult to use.



Information integrity, interoperability, and exchange:

- The quality of patient data will impact the appropriateness of reminders for patients. These reminders are dependent on accurate, reliable, and up-to-date medical history, some of which may be patient-entered, to alert patients about the appropriate steps to take for disease prevention and/or management. This level of accuracy may not be present in many medical histories today.
 - If medical histories are not sufficiently accurate, inappropriate reminders may be communicated.



5.0 Use Case Perspectives

The Patient – Provider Secure Messaging Draft Detailed Use Case focuses on the ability of patients to interact with their healthcare clinicians remotely using computer technologies readily available in homes and other settings. Similarly, providers can use this capability to interact with their remote patients. The use case will describe this secure messaging from three perspectives. The perspectives are representative of roles and functions, rather than organizations or physical locations. The functions of clinical support staff in particular could be conducted by clinicians themselves. Each perspective is described below:

Patients

The patient (or consumer), caregivers, patient advocates or surrogates, family members, and other parties who may be acting for, or in support of, a patient could use secure messaging capabilities to interact with clinicians. This function or role initiates messages and responds to clinician messages as necessary to facilitate patient healthcare.

Clinicians

Clinicians may receive and respond to secure messages from their patients/consumers. Clinicians, or their EHR systems, may also initiate clinical reminders and similar messages for patients. This function or role conducts these activities to promote patient health and promote efficient, thorough care.

Clinician Support

The Clinician Support perspective includes those roles that support the workflow of clinicians by receiving and evaluating communications from consumers or patients, and then engaging the appropriate clinician in response to the patient communication. These individuals may also support clinicians by coordinating communications and other care activities with patients on behalf of clinicians.

These perspectives are the focus of the events detailed in the scenarios described in Section 6.0.



6.0 Use Case Scenarios

The Patient – Provider Secure Messaging Draft Detailed Use Case focuses on the ability of patients to remotely interact with their healthcare clinicians using computer technologies readily available in homes and other settings. Similarly, a clinician's ability to initiate communications to a patient (and respond to their communications) is also a focus for this use case. Patient caregivers, family members, and advocates may be included in these communications. Finally, clinical reminders sent from clinicians, or EHRs, to patients are included in these scenarios.

Patient-Initiated Communication

This scenario is focused on the patient's ability to use readily available computerized technologies to communicate with clinicians using secure messaging capabilities.

- o The patient initiates a message using a secure web browser, PHR, patient portal, or other messaging tool. Structured templates could be used to gather the needed clinical and administrative information from the patient including items such as patient identifying information, questions the patient would like to ask, or description of symptoms or problems the patient wishes to communicate to the clinician. Unstructured free text can be included in these communications but structured communications may better support efficient information exchange and provider workflow.
- o Patient communications could include communications related to patient self-monitoring or chronic care as described separately in the 2008 Draft Detailed Remote Monitoring Draft Detailed Use Case. Although most of that communication is intended to be from devices described in that use case, there may be instances where manually-entered information might be communicated via secure messaging. In addition, there may be communications between patient and provider related to questions about device measurement data, supplemental patient health status information, treatments (or changes in treatments), or other care interactions.
- The clinical support staff receives and evaluates the information supplied by the patient and either:
 - Responds directly to the patient and documents the communication event. This response may be discussed with the clinician. Secure messaging is not intended for use in emergency situations.
 Nonetheless, if a patient communication indicates a need for emergency care or another medical intervention, the clinician should always be notified. The response could occur in several ways, including



such methods as a telephone call or unsecured message (e.g., email) advising the patient that a secure message is available to them containing sensitive clinical information; or

- Forwards the information along with other relevant clinical information to the clinician for a response. This could be accomplished using the workflow capabilities of the clinician's EHR.
- A clinician can respond to the patient after evaluating the patient's concerns and questions either directly to the patient or through the clinical support staff.
 - Direct communication with the patient could occur in several ways such as a direct response in the secure system, a telephone call or an email advising the patient that a secure message is available for them.
 - Communication through the clinical support staff could be accomplished by using the workflow capabilities of the clinician's EHR, or independently. This communication could include instructions to be given to the patient, clinical care instructions or orders, or requests for additional information.
- At the conclusion of the communication exchange, the clinical support staff and/or the clinician need to complete additional activities as necessary. This may be supported by automated tools that archive messages and associate them with patient medical records.

• Clinician-Initiated Communication

This scenario is focused on the clinician's ability to use secure messaging capabilities to communicate with a patient. This scenario includes the use of clinical reminders as communications from providers to patients regarding items such as medical screening examinations, regular diagnostic tests, or wellness activities.

The clinician initiates a message using an EHR or other secure messaging tool. Structured templates could be used to request needed clinical and administrative information from the patient including items such as patient identifying information, questions the clinician may like to ask, or information related to a patient symptom or problem that the clinician wishes to communicate to the patient. These communications could also include follow-up to a previous visit, test, or lab result. Unstructured free text can be included in these communications but structured communications may better support efficient information exchange and provider workflow.



- Similarly, the clinician may use this secure messaging capability to respond to patient communications. As described above, the clinician may also rely on clinical support staff to support this capability on behalf of a clinician.
- Communications may include copied text or web links to other information that could promote patient understanding of medical conditions and patient/clinician working relationships.
- o Communications between clinicians and patients could also include additional patient-related representatives such as care coordinators, caregivers, family members, and patient surrogates. Inclusion of these additional parties would be done in accordance with patient confidentiality and privacy preferences.
- Clinical reminders can be initiated by a clinician. These reminders can also be triggered by automated functions within an EHR that evaluate patient-specific information to determine the need for a reminder based on EHR data, best practices, and evidence-based guidelines. Reminders could include annual medical checkups, medical screening examinations, immunizations, or periodic requests for clinical information from the patient. Use of reminders by a clinician could be coordinated with appropriate eligibility and benefits considerations.
- Reminders could be delivered to the patient as:
 - Electronic mail informing the patient to retrieve a secure message (that may contain sensitive clinical information).
 - Messages received by the patient's PHR or other secure messaging tool.
- Duplicate reminders could be sent to caregivers (e.g., family member, home health nurse, or care coordinator), based on automatic message routing and pre-established patient preferences.
- At the conclusion of the communication exchange, the clinical support staff and/or the clinician need to complete information related to the communication event and perform documentation of the event as required. This may be supported by automated tools that archive messages and associate them with patient medical records.



7.0 Scenario 1: Patient-Initiated Communication

Perspectives/Roles Information Sources & Recipients Section 9.0 Section 7.2 Section 7.3 Section 7.1 Information **Clinician Support** Patient Clinician Exchange 7.1.1 Establish secure messaging EHR/PHR System **Health Information** ability 1 Supplier Exchange 7.2.1 Receive and 7.1.2 Compose evaluate patient OR and communicate communication secure Point-to-point communication exchange 7.2.2 Request 7.3.1 Evaluate clinician input clinical situation Clinical 7.1.3 Receive 3 3 Knowledge and unsecured **Tool Supplier** notification of secured message 7.2.3 Formulate 7.3.2 Formulate 9.1 Identify response response 6 subjects 4 7.2.4 7.3.3 7.1.4 Receive 9.2 Authenticate Communicate Communicate response and authorize response response 5) subjects 5 9.3 Route data 7.2.5 Complete 7.3.4 Complete based on content information and information and 7.1.5 Update PHR documentation of documentation of communication communication event event Legend Focus Contextual

Figure 7-1. Patient-Initiated Communication



Figure 7-2. Patient-Initiated Communication Scenario Flows

- Patient sends a secure communication to clinician potentially via clinician support
- Clinician support may forward communication to an appropriate clinician
- Message content may be supported by tools to support clinician workflow
- Clinician responds to clinician support and/or directly to the patient; may include patient data
- 5 Clinician or clinician support communicates response to the patient
- Patient receives unsecured message indicating secure message is available



Figure 7-3. Patient-Initiated Communication, Patient Perspective

Code	Description	Comments
7.1.1	Event: Establish secure messaging ability	
7.1.1.1	Action: Establish required authorization and authentication.	To use secure messaging capabilities, patients need to be authenticated. This is sometimes done by having a face-to-face meeting in which a patient presents proof of identity.
		A part of the process is also to verify that a patient is authorized to use this capability and has signed necessary documents (e.g., waivers and terms and conditions for use).
7.1.1.2	Action: Establish user identification code, password, and other security measures to enable access to secure messaging.	After authentication and authorization, a user identification code (user id) and password are established for a patient that will enable use of this capability. Other security measures may also be imposed that a patient will need to satisfy.
7.1.1.3	Action: Conduct training and other remaining setup as needed.	Users may also require some training on the use of these secure messaging tools. These tools can include tools built around an EHR, PHR, patient portal, or other communication tools. There may also be additional setup tasks required to establish the secure messaging capability.
7.1.2	Event: Compose and communicate secure communication	



Code	Description	Comments
7.1.2.1	Action: Compose message using tools established to support secure communication.	Patients use the secure messaging tool to compose a communication to one or more providers. This will typically include logging into the secure tool using the user id, password, and other security measures previously established.
		Communications are intended to be secure messages. They can be structured messages, unstructured messages, or a mixed format. Structured fields may benefit patients and providers by providing guidance that will make for complete, efficient, easily understood communications. On the other hand, a structure may inhibit patients from being able to "tell their own story" in terms that are more familiar and conversational.
		Communications may also include additional materials as appropriate (attachments, links to internet sites, etc.).
7.1.2.2	Action: Send secure communication.	Once composed, a secure message can be sent to one or more providers. In some implementations, communications sent to a specific provider may in fact be received by clinician support staff (or message "triage" group) who supports a clinician by reviewing the communication to ascertain whether it can be satisfied by someone other than a clinician (such as an administrative request) or needs to be directed to the intended clinician. Communication tools may also include some message tracking capabilities (e.g., Read Receipt, etc.) to give patients additional ability to see who has read the communication and what action has taken place with respect to it.
7.1.3	Event: Receive unsecured notification of secure	
	message	



Code	Description	Comments
7.1.3.1	Action: Receive unsecured notification of secure message.	Once a provider has responded to a patient communication, the provider's response is made available through the same secure messaging tool. Since patients may not regularly log in to their tool, an unsecured message may be sent to the patient (on an unsecured channel designated by the patient) indicating that a secure message is waiting to be read. This unsecured message should not include any sensitive patient data. It should also not include a link to the secure messaging tool due to potential security risks (e.g., "phishing").
7.1.4	Event: Receive response	
7.1.4.1	Action: Receive secured message from provider.	A patient logs in to the secure messaging tool using the appropriate user id and password. From there, the secure message can be opened and read. The provider's message may include a clinician response, related materials, and links to additional information. Structured messaging may also help patients understand clinician responses.
7.1.5	Event: Update PHR	
7.1.5.1	Action: Update PHR or other patient tool with results of communication and response.	After reading a clinician's response to a secure message, the patient may update existing personal health records, noting the details of the interaction. The patient would may also take other clinical actions as appropriate based on the communication. Secure messaging tools typically include the ability for the system to automatically track communications sent and received, providing an audit trail of communications and the ability to revisit past communications as necessary.



Figure 7-4. Patient-Initiated Communication, Clinician Support Perspective

Code	Description	Comments
7.2.1	Event: Receive and evaluate patient communication	
7.2.1.2	Action: Receive patient communication. Action: Evaluate patient communication.	The initial receipt of a secure communication from a patient may be received by clinician support staff. This can, in fact, be done by clinicians directly where they are also filling the role of clinician support. The clinician support messaging capability must satisfy the same type of authentication, authorization, and security requirements described above for patients. Secure messaging tools may also include the ability for the tool to automatically link the patient communication with the appropriate electronic medical records to assist in efficient communication workflow and processing. An initial assessment of the patient communication is intended to separate communications that require clinical action from those that can be addressed through other support (e.g., administrative support).
		As above, structured messaging tools may support workflow for these messages.
7.2.2	Event: Request clinician input	
7.2.2.1	Action: Confirm receipt and evaluation of patient communication.	A message receipt confirmation may be automatic within the communication tool and is intended to alert the patient that the communication has been received. If the communication can be processed with minimal clinician input such as those that are primarily administrative in nature, a planned response may be developed and discussed with
		the clinician.



Code	Description	Comments
7.2.2.2	Action: Forward patient communication to clinician(s).	If further clinician input is required, the original patient communication may be forwarded to a clinician, potentially with a preliminary assessment.
7.2.3	Event: Formulate response	
7.2.3.1	Action: Determine appropriate clinical response.	A response to the communication may be developed by clinician support. This response may or may not include input from clinicians depending on the original communication request and its evaluation. A phone discussion between clinician support and the patient may also be included within this action to determine the most appropriate response.
7.2.3.2	Action: Compose communication response.	Once the most appropriate response is determined, the communication response is created. Message content support tools may further aid in workflow by providing practice-specific or provider-specific "pre-prepared" content. The communication response may also include additional materials as appropriate (attachments, educational materials, links to internet sites).
7.2.4	Event: Communicate response	
7.2.4.1	Action: Transmit communication response.	Once the communication response is composed, it can be sent through the same communication tool. This transmission action can also automatically trigger an unsecured message to the patient, patifying of the existence of a society message.
7.2.5	Event: Complete information and documentation of communication event	notifying of the existence of a secured message.



Code	Description	Comments
7.2.5.1	Action: Complete medical information related to this communication exchange.	Secure messaging tools could provide automatic logging of communications sent and received for audit logs and subsequent review.
		Communications sent by and to the patient may require an update to the patient's specific medical records. In some cases, selected cutting and pasting of the patient communication content may be possible. These tools may also support an automatic linkage between messages and the patient's medical record.
7.2.5.2	Action: Complete documentation of communication.	There may be additional actions required to complete this communication event. Automated tools may assist and promote provider workflow to minimize this work.

Figure 7-5. Patient-Initiated Communication, Clinician Perspective

Code	Description	Comments
7.3.1	Event: Evaluate clinical situation	
7.3.1.1	Action: Evaluate patient communication and clinical situation.	The clinician support messaging capability must satisfy the same type of authentication, authorization, and security requirements described above for patients. The secure message is received first through an initial notification that an incoming message exists and then the actual message can be read and processed. Secure messaging tools may also include the ability for the tool to automatically link the
		patient communication with the appropriate electronic medical records to assist in efficient communication workflow and processing.
		Once the message is read, an initial assessment of the patient's clinical situation may be appropriate. The patient's medical record and other resources may be considered.
7.3.2	Event: Formulate Response	



Code	Description	Comments
7.3.2.1	Action: Determine appropriate clinical response.	A response to the communication may be developed by the clinician or the clinician support team based on input from the clinician. A phone call may also be included within this action to determine the most appropriate response.
7.3.2.2	Action: Compose communication response.	Once the most appropriate response is determined, the communication response is created. Structured messaging tools may assist in formulating responses. In addition, message content support tools may further aid in workflow by providing practice-specific or provider-specific "pre-prepared" content. If clinicians or their support teams frequently receive certain types of communications, these content tools can improve workflow. The communication response may also include additional materials as appropriate (attachments, educational materials, links to internet sites). Attachments should not require any specialized tools for patients to open them, but only technologies that are readily available in home and other non-clinical environments.
7.3.3	Event: Communicate response	
7.3.3.1	Action: Transmit communication response.	Once the communication response is composed, it may be sent through the same communication tool. This transmission action can also automatically trigger an unsecured message to the patient, notifying of the existence of a secured message.
7.3.5	Event: Complete information and documentation of communication event	



Code	Description	Comments
7.3.5.1	Action: Complete medical information related to this communication exchange.	Secure messaging tools could provide automatic logging of communications sent and received for audit logs and subsequent review.
		Communications sent by and to the patient may require updating the patient's specific medical records. In some cases, selected cutting and pasting of the patient communication content may be possible. These tools may also support an automatic linkage between messages the patient's medical record.
7.3.5.2	Action: Complete documentation of communication.	There may be other systems and processes that require completion related to this communication. Automated tools may assist and promote provider workflow to minimize this work.



8.0 Scenario 2: Clinician-Initiated Communication

Perspectives/Roles Information Sources & Recipients Section 9.0 Section 8.1 Section 8.3 Section 8.2 Information Clinician Patient **Clinician Support** Exchange 1 Clinical 8.1.1 Establish Knowledge and secure messaging 8.2.1 Configure 8.3.1 Configure **Health Information** ability **Tool Supplier** decision support for decision support for Exchange clinical reminders clinical reminders OR EHR/PHR System 8.2.2 Trigger need Point-to-point Supplier for clinical reminder exchange 8.2.3 Communicate 8.3.2 Initiate secure clinical reminder 3 communication to 8.1.2 Receive the patient unsecured 4 9.1 Identify subject notification of secured message 8.1.3 Receive and 9.2 Authenticate 3 consider and authorize communication subject 8.2.4 Complete 8.3.3 Complete information and information and documentation of documentation of 9.3 Route data 8.1.4 Update PHR communication communication based on content event event Legend O Focus Contextual

Figure 8-1. Clinician-Initiated Communication



Figure 8-2. Clinician-Initiated Communication Scenario Flows

- Specifications for configuring EHR or clinician tools to allow automated evaluation of patient-specific information to determine the need for a clinical reminder
- Manually-initiated or automated clinical reminder is sent to the patient
- Clinician-initiated secure communication is sent to the patient. May include patient-specific information
- Patient receives unsecured messaging indicating secure message is available



Figure 8-3. Clinician-Initiated Communication, Patient Perspective

Code	Description	Comments
8.1.1	Event: Establish secure messaging ability	
8.1.1.1	Action: Establish required authorization and authentication.	To use secure messaging capabilities, patients need to be authenticated. This is sometimes done by having a face-to-face meeting in which a patient presents proof of identity. A part of the process is also to verify that a patient is authorized to use this capability and has signed necessary documents (e.g., waivers and terms and conditions for use).
8.1.1.2	Action: Establish user identification code, password, and other security measures to enable access to secure messaging.	After authentication and authorization, a user identification code (user id) and password are established for a patient that will enable use of this capability in the future. Other security measures may also be imposed that a patient will need to satisfy.
8.1.1.3	Action: Conduct training and other remaining setup as needed.	Users may also require some training on the use of these secure messaging tools. These tools can include access through EHR, PHR, patient portal, or other communication tools. This training may include instructions on how to gain additional support in the future including the use of a help desk. There may also be additional setup tasks required to establish the secure messaging capability.
8.1.2	Event: Receive unsecured notification of secure message	
8.1.2.1	Action: Receive unsecured notification of secure message.	Once a provider sends a secure message communication, it is made available through the patient's secure messaging tool. Since patients may not regularly log in to this tool, frequently an unsecured message is sent to the patient (on an unsecured channel designated by the patient) indicating that a secure message is waiting to be read. This unsecured message should not include any sensitive patient data. It should also not include a link to the secure messaging tool due to potential security risks (e.g., "phishing").



Code	Description	Comments
8.1.3	Event: Receive and consider communication	
8.1.3.1	Action: Receive secured message from provider.	A patient logs in to the secure messaging tool using the appropriate user id and password. From there, the secure message can be opened and read.
		The provider's message may include a clinician text, related materials and attachments, and links to additional information. Structured messaging may also help patients understand clinician responses.
8.1.3.2	Action: Consider communication.	The patient can consider the content of the provider message and take appropriate actions. This may include creating a patient-initiated secure message for the provider. For example, if this provider message is a reminder for a preventive health activity, the patient may initiate the process for making an appointment to complete that activity.
8.1.4	Event: Update PHR	
8.1.4.1	Action: Update PHR or other patient tool with results of communication and response.	After reading a clinician's secure message, the patient may update existing personal health records, noting the details of the interaction.
		Secure messaging tools typically include the ability for the system to automatically track communications sent and received, providing an audit trail of communications and the ability to revisit past communications as necessary.



Figure 8-4. Clinician-Initiated Communication, Clinician Support Perspective

Code	Description	Comments
8.2.1	Event: Configure decision support for clinical reminders	
8.2.1.1	Action: Receive decision support information on clinical reminders.	Vendors and other sources may provide reference information to support clinical reminders. This information may be used in conjunction with an EHR.
8.2.1.2	Action: Install decision support for clinical reminders.	The EHR could use this clinical reminder information to implement this capability for an organization based on support and guidance from clinicians and a clinician support team. After installation and depending on an organization's preference, EHRs may trigger clinical reminder messages based patient data. This can be implemented to occur with or without clinician intervention.
8.2.2	Event: Trigger need for clinical reminder	
8.2.2.1	Action: Activate a clinical reminder message based on patient data.	The need for a clinical reminder could be based on patient age, demographic data, clinical condition, or other information contained in a patient record. In some cases, the impetus for this reminder may be automatically triggered by the EHR to assist in provider workflow and patient health.
		This functionality could also trigger reminders to a group of patients (e.g., seasonal flu shot reminder).
8.2.3	Event: Communicate clinical reminder	



Code	Description	Comments
8.2.3.1	Action: Compose a clinical reminder.	A clinical reminder could be automatically created based on patient data and previously established clinical reminder content. The content of the reminder could also be manipulated by clinician support using structured messaging and/or content tools to assist with the creation of the reminder.
		The reminders could include additional materials as appropriate (e.g., educational materials, links to internet sites)
		This role could be also be filled by a clinician. These reminders could be created once and sent to more than one recipient. For a given patient, this could include other members of a patient support team (e.g., family member, care coordinator). Messages could also be sent to multiple patients as long as the privacy of each patient was protected.
8.2.3.2	Action: Transmit communication response.	Once the communication response is composed, it may be sent through the same communication tool.
		This transmission action can also automatically trigger an unsecured message to the patient, notifying of the existence of a secured message.
8.2.4	Event: Complete information and documentation of communication event	
8.2.4.1	Action: Complete medical information related to this communication exchange.	Secure messaging tools could provide automatic logging of communications sent and received for audit logs and subsequent review.
		Communications sent by and to the patient may require updating the patient's specific medical records. In some cases, selected cutting and pasting of the patient communication content may be possible. These tools may also automatically attach all communications to and from the patient to the patient's medical record.



Code	Description	Comments
8.2.4.2	Action: Complete documentation of	There may be other systems and processes that require completion related to this
	communication.	communication. Automated tools may assist and promote provider workflow to minimize this
		work.

Figure 8-5. Clinician-Initiated Communication, Clinician Perspective

Code	Description	Comments
8.3.1	Event: Configure decision support for clinical reminders	
8.3.1.1	Action: Receive decision support information on clinical reminders.	Vendors and other sources may provide reference information to support clinical reminders. This information may be used in conjunction with an EHR.
8.3.1.2	Action: Implement decision support for clinical reminders.	The EHR could use this clinical reminder information to implement this capability for an organization based on support and guidance from clinicians and a clinician support team.
		After installation, EHRs may trigger clinical reminder messages based patient data with or without clinician intervention, depending on an organization's preference.
8.3.2	Event: Initiate secure communication to the patient	
8.3.2.1	Action: Compose a secure communication.	Clinicians use the secure messaging tool to compose a communication to one or more patients. This will typically include logging into the secure tool using the user id, password, and other security measures previously established.
		Communications may also include additional materials as appropriate (attachments, links to internet sites, etc.).



Code	Description	Comments
8.3.2.2	Action: Transmit a secure communication.	Once composed, a secure message can be sent to one or more patients.
		Communication tools may also include some message tracking facilities (e.g., Read Receipt, etc.) to give clinicians the additional ability to see who has read the communication.
8.3.3	Event: Complete information and documentation of communication event	
8.3.3.1	Action: Complete medical information related to this communication exchange.	Secure messaging tools could provide automatic logging of communications sent and received for audit logs and subsequent review.
		Communications sent by and to the patient may require updating the patient's specific medical records. These tools may also automatically attach all communications to and from the patient to the patient's medical record.
8.3.3.2	Action: Complete documentation of communication.	There may be other systems and processes that require completion related to this communication. Automated tools may assist and promote provider workflow to minimize this work.



9.0 Information Exchange

This section highlights selected information exchange capabilities which enable the scenarios described in this use case. These functional capabilities may be provided fully or partially by secure messaging tools as well as information exchange capabilities provided by a variety of organizations including free-standing or geographic health information exchanges (e.g., RHIOs), integrated care delivery networks, provider organizations, health record banks, public health networks, specialty networks, and others supporting these capabilities.

Figure 9-1. Patient-Provider Secure Messaging Information Exchange Capabilities

Code	Capability	Comments
9.1	Data delivery – including secure data delivery, confirmation of delivery to EHRs, personally controlled health records, and other systems and networks	Capability to securely deliver data to the intended recipient, confirm delivery, including the ability to route data based on message content if required. For example, routing may be involved in delivering a notification advising the patient that there is a secure message from the clinician available for review.
9.2	Data retrieval – including data lookup, data retrieval, and data location registries	Capability to locate and retrieve requested data subject to consumer access decisions and local policies. For example, after receiving a notification, the consumer retrieves the clinician's response using the secure messaging tool or other health information exchange capabilities if available.
9.3	Subject-data matching	Capability to match available data to the appropriate person during retrieval or routing. For example, a secure message sent by the clinician to the consumer is matched to the appropriate individual by the secure messaging tool or other health information exchange capabilities if available.



Code	Capability	Comments
9.4	User authentication – including: user	Capability to confirm the identity of an individual
	identity proofing and/or attestation of third	requesting access to a system either through
	party identity proofing; and user	authentication or via attestation of third party
	authentication and/or attestation of third	authentication. For example, if a patient uses a
	party authentication	portal-based secure messaging tool, the processes
		of identity proofing and authentication would likely
		be managed directly by the administrative functions
		of the portal. If a health information exchange
		capability is used to access secure messaging
		services, it may be possible that the patient
		authenticates to different system (e.g., their
		personally controlled health record) which then
		communicates with the secure messaging service,
		and attests to the authentication of the user.

While not described in this section, other capabilities that support information exchange include: data integrity and non-repudiation checking; subject and user identity arbitration with like identities during information exchanges; access logging and error handling for data access and exchange; consumer review of disclosure and access logs; and routing consumer requests to correct data.

Health Information Exchange (HIE): for the purpose of this use case, the functional capability to exchange health information between networks in order to exchange the health information of individuals or populations. These functional capabilities may be provided fully or partially by a variety of organizations including free-standing or geographic health information exchanges (e.g., RHIOs), integrated care delivery networks, provider organizations, health record banks, public health networks, specialty networks, and others supporting these capabilities.

Point-to-Point Exchange: A direct link or communication connection with defined endpoints.



10.0 Dataset Considerations

In discussing secure messaging, the related topics of message content and "structured messaging" may be worth noting. While secure messages are a valuable capability for enhancing the patient – provider relationship, message content can vary greatly and can be highly, or minimally, structured. This section discusses some of these considerations regarding message content and degrees of structuring.

Messages can include structured and unstructured content, or a combination of the two. Certain content such as adult patient age might be more amenable to being limited by a structure that would restrict input to an integer number of years. Other content (e.g., patient's chief complaint) might be better served through unstructured free text. Likewise, structuring methods (e.g., the use of drop-down boxes or other familiar web-based presentation techniques) may be relevant for this discussion. This use case does not attempt to prescribe the use of structured or unstructured content for any particular type of message transaction.

This section describes message content for sample message types or transactions that could be included as secure messages. In addition, this list attempts to define which transactions might be amenable to more or less structure as currently understood. Each of these communications would include certain structured elements such as patient identifying information, provider identifying information, date and time of message, and message subject. These broad message descriptor data (e.g., message "metadata") are separate from the additional message content described below. Finally, a group of industry subject matter experts may be convened to analyze these questions of structured messaging to study this subject further. This group may conduct this type of analysis and report on their conclusions. These findings would be referenced in a future version of this use case.

Potential Information Needs - Patient Inquiries/Questions

General medical question – These communications are perhaps the least amenable to structure since, by definition, the range of questions that could be communicated is completely unknown. Free text is probably most appropriate in this situation though it may still be useful to include categories of information that might be relevant for any and all questions.

New medical issue – A patient may want to report on, or ask about, a new medical problem. A particular set of data such as symptoms or possibly relevant problem background may be useful to help with initial clinical consideration. These data may be similar to what might be asked during a patient interview during a face-to-face visit or what an advice nurse might ask during a telephone advice line conversation. Clearly, some free text as a part of this communication may be appropriate.



<u>Question about medical tests/procedures</u> – Patients who receive medical test results or are considering future treatments or procedures may have specific questions or comments about them. Some of this information could be requested and conveyed within the context of patient educational information, and a structure that reflects the range of tests, procedures, and/or treatments may be most appropriate. A free text "additional comments" option may be appropriate at the end of the communication.

<u>Potential Information Needs – Patient-Provided Data</u>

<u>Existing medical issue</u> – Similar to above, patients may have information to report about a known condition for which there are new data. As an example, this type of transaction may be related to remote monitoring of a chronic condition. As above, some level of structure may assist in this communication and in fact may be more relevant given it is a known condition. Some free text may be appropriate for this type of transaction.

<u>Pre-visit data capture and communication</u> – One possible use of secure messaging is for the capture of information from the patient as a head-start for obtaining the information normally gathered during the initial patient interview. As such, there is a significant set of data that could be gathered, according to a specific structure. Items such as personal medical history, family medical history, allergies, current medications, and other topics could be candidates for this structuring. Free text may be appropriate within some of these areas. General free text outside of this structure may not be appropriate or useful.

Potential Information Needs - Patient Service Request

<u>Referral request</u> – Patient requests for referrals for additional services may be an area in which a highly structured interaction with a provider might be appropriate. Free text may add limited value to this interaction.

<u>Prescription renewal request</u> – A patient request to have a prescription renewed, perhaps when the number of prescribed refills has been exhausted, is a common need that could be satisfied by a highly structured communication. Specific data needs for this communication might include prescription number, prescription date, number of refills ordered and filled, pharmacy identifying information, and other data. In addition, the CMS ePrescribing initiative would have a bearing on the appropriate data for consideration within this transaction. Free text may have limited value to this interaction.



Potential Information Needs - Clinician-Initiated Communications

<u>Post-visit summary</u> – Another use for secure messaging is that of a provider-initiated communication that summarizes a recent face-to-face visit. As a part of patient visits, many providers are now including physical documents that accompany the patient at the end of a visit. These materials could also be included within a secure message. Sample data types could include patient measurements, diagnoses, treatments, prescribed medications (with explanation of rationale for prescription, side-effects, etc.), home care instructions, and other patient education materials. Free text may also be appropriate.

<u>Clinical reminders</u> – Providers, or their surrogates, may initiate messages for patients that remind patients of a possible need for a regular appointment or a wellness activity. Cancer screenings, annual checkups, and other reminders may best serve the needs of patients and providers, and be accomplished through the use of highly structured secure messages. Free text would probably not be utilized as many of these messages may be automatically generated by an EHR.

<u>New data relevant for patient(s)</u> – Providers, or their surrogates, may initiate messages for patients and their surrogates to make them aware of new information which may be related to new research, new drugs, or new treatments.

Out of Scope for this Use Case

<u>Appointment request</u> – Patient requests for appointments are a popular use for secure messages but are outside the scope of this use case which is focused on clinical messaging rather than administrative needs. Similarly, messages confirming appointments, appointment reminders, and appointment change and cancellation messages would be appropriate when these transactions are addressed.

<u>Billing questions</u> – Communication that relate to billing questions are possible but are also outside the scope of this use case currently. The focus is on clinical communications rather than financially-related communications.

<u>Patient profile updates</u> – Secure communications could also address patient needs to update data on their demographics, however these communications are outside the scope of this use case.

<u>Other administrative questions</u> – Secure communications that address other administrative questions are also out of the scope of this use case.



Appendix A: Glossary

These items are included to clarify the intent of this use case. They should not be interpreted as approved terms or definitions but considered as contextual descriptions.

AHIC: American Health Information Community; a federal advisory body chartered in 2005, serving to make recommendations to the Secretary of the U.S. Department of Health and Human Services in regards to the development and adoption of health information technology.

Care Coordinators: People who support clinicians in the management of health and disease conditions. These can include case managers and others.

CCHIT: The Certification Commission for Healthcare Information Technology; is a recognized certification body (RCB) for electronic health records and their networks, and an independent, voluntary, private-sector initiative. CCHIT's mission is to accelerate the adoption of health information technology by creating an efficient, credible and sustainable certification program.

Clinical Knowledge and Tool Suppliers: Organizations that provide knowledge and tools to aid in the understanding and treatment of health and disease conditions. These tools may include knowledge regarding items such as clinical reminders, decision support, expertise, and research findings. The tools encompass a wide range of capabilities that may be useful and available to patients, consumers, clinicians, and other health professionals. These tools can also support secure messaging, educational materials, and messaging content. These suppliers may include developers, providers, resellers, operators, and others who may provide these or similar capabilities.

Clinical Support Staff: Individuals who support the workflow of clinicians. For this use case, this may be by receiving and evaluating communications from consumers or patients, and then engaging the appropriate clinician in the response to the patient.

Clinicians: Healthcare providers with patient care responsibilities, including physicians, advanced practice nurses, physician assistants, nurses, and other credentialed personnel involved in treating patients.

CMS: Centers for Medicare & Medicaid Services; a federal agency within the Department of Health and Human Services that administers Medicare, Medicaid and the State Children's Health Insurance Program through portability standards.

Consumers: Members of the public that include patients as well as caregivers, patient advocates, surrogates, family members, and other parties who may be acting for, or in support of, a patient receiving or potentially receiving healthcare services.



Department of Health and Human Services (HHS): This is the federal agency responsible for human health, and has oversight over many other federal agencies such as FDA, the National Institutes of Health (NIH), the Centers for Disease Control and Prevention (CDC), CMS, the Agency for Health Research and Quality (AHRQ), the Substance Abuse and Mental Health Services Administration (SAMHSA), and others.

Electronic Health Record (EHR): The electronic health record is a longitudinal electronic record of patient health information generated in one or more encounters in any care delivery setting. This information may include patient demographics, progress notes, problems, medications, vital signs, past medical history, immunizations, laboratory information and radiology reports.

Electronic Health Record (EHR)/Personal Health Record (PHR) System Suppliers: Organizations which provide specific EHR and PHR solutions to clinicians and patients such as applications, data repositories, web services, etc. These suppliers may include developers, providers, resellers, operators, and others who may provide these or similar capabilities.

FDA: Food and Drug Administration; a federal agency within the Department of Health and Human Services responsible for the safety regulation of foods, dietary supplements, vaccines, drugs, medical devices, veterinary products, biological medical products, blood products and cosmetics.

Health Information Exchange (HIE): The functional capability to exchange health information between networks in order to exchange the health information of individuals or populations. These functional capabilities may be provided fully or partially by a variety of organizations including free-standing or geographic health information exchanges (e.g., RHIOs), integrated care delivery networks, provider organizations, health record banks, public health networks, specialty networks, and others supporting these capabilities.

Healthcare Entities: Organizations that are engaged in or support the delivery of healthcare. These organizations could include hospitals, ambulatory clinics, long-term care facilities, community-based healthcare organizations, employers/occupational health, school health, dental clinics, psychology clinics, care delivery organizations, and other healthcare facilities.

Healthcare Payors: Insurers, including health plans, self-insured employer plans, and third party administrators, providing healthcare benefits to enrolled members and reimbursing provider organizations.

HITSP: The American National Standards Institute (ANSI) Healthcare Information Technology Standards Panel; a body created in 2005 in an effort to promote interoperability



and harmonization of healthcare information technology through standards that would serve as a cooperative partnership between the public and private sectors.

ONC: Office of the National Coordinator for Health Information Technology; serves as the Secretary's principal advisor on the development, application, and use of health information technology in an effort to improve the quality, safety and efficiency of the nations health through the development of an interoperable harmonized health information infrastructure.

Patients: Members of the public who receive healthcare services.

Personal Health Record (PHR): A health record that can be created, reviewed, annotated, and maintained by the patient or the caregiver for a patient. The personal health record may include any aspect(s) of the health condition, medications, medical problems, allergies, vaccination history, visit history, or communications with healthcare providers.

Point-to-Point Exchange: A direct link or communication connection with defined endpoints.